

# DoD OFFICIAL MAIL WORKSHOP REGISTRATION FORM

*Please Print Legibly*

First Name Last Name Date (dd-mmm-yyyy)

Grade/Rank Title

## Official Mailing Address

Office Name

Street Suite/Room

City State Zip +4 Code

Work Phone (commercial) DSN Prefix

Using Hotel? Yes ☐ No ☐ If YES, make reservations at the Holiday Inn Rosslyn Hotel at 1-800-368-3408 - Code DoD  
(Check One)

1st Time Workshop Attendee: Yes ☐ No ☐ Previous Attendee Desires to Attend USPS Tour: ☐ (first come/first serve)

Official Mail Experience: ☐ Yrs ☐ Mon

Email Address

## Method of Payment

**Check/Money Order/  
Government Check:**

Make payable to: **MPSA WORKSHOP FUND**  
Ensure your name and phone number appear on the govt check in remarks area.

**Government VISA or Government  
MasterCard Credit Cards\*:**

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Credit Card Number

Expiration Date:

Month

Year

0

\*No other credit cards accepted

**Registration Fee: \$103  
DoD OMM Workshop  
23 – 27 August 2004**

**SIGNATURE** Required for Authorization – Credit Card Holder

**PRINT NAME** if different from registrant

**EMAIL Address** if different from registrant & requires confirmation copy

**All Registrations Must Arrive by Registration Deadline: 26 July 2004  
or sooner if Workshop is full...First Come First Serve**

Please **DO NOT** send by registered, certified, priority, or overnight mail

Questions: Email: [DODOMM@hqda.army.mil](mailto:DODOMM@hqda.army.mil)

**Mail to: DOD OFFICIAL MAIL WORKSHOP  
MILITARY POSTAL SERVICE AGENCY  
2461 EISENHOWER AVE STE 814  
ALEXANDRIA VA 22331-0006**

**OMM Use Only**

Confirmation #

Batch #

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